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**Security**

**EXERCISE MUNITIONS CONTROL**

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This instruction implements AFD 31-1, *Physical Security*. It establishes procedures to standardize the loading, issue, and turn in of exercise blank munitions. It applies to all individuals assigned or attached to the 439 Airlift Wing (439 AW) who handle weapons during any and all exercise contingencies.

**1. Unit Commanders.** Appoint in writing a unit Exercise Director responsible for controlling the inventory, issue and control of all blank ammunition requested for the exercise or training.

**2. 439 Munitions Storage Area Supervisor (439 MXS/LGMW).**

2.1. Ensures blank ammunition is issued to authorized personnel identified on AF Form 68, **Munitions Authorization Record**. If the user is other than Security Forces personnel, ammunitions custodian or other individual will be trained and qualified in accordance with AFMAN 91-201, *Explosives Safety Standards*, must be present to complete the issue.

2.2. Receives munitions residue from user upon completion of exercise or training. This will include all inner and outer packing. Items will be turned in on a one-for-one basis. If a particular expended item (other than blank rounds) cannot be found, a thorough search will be initiated. If the item(s) still cannot be found, a letter from the exercise director or noncommissioned officer in charge (NCOIC) will be sent to the munitions office explaining that a thorough search was completed with the results. Any hand grenade simulator or like item where the initiating action results in the destruction of that item, any safety clips, caps or initiators will be turned in on a one-for-one basis. This will ensure a 100 percent accountability for these functioned items.

**3. Exercise Director.**

3.1. Ensures that ammunition is inspected and set aside for training.

3.2. Provides the Ground Safety Office (439 AW/SEG) with a detailed exercise plan for the use of blank ammunition 30 days prior to the start of the exercise for approval.

3.3. Ensures all certified ammunition is placed in sealed ammunition cans. The seal number will be recorded for verification purposes prior to issue.

3.4. Designates a blank ammunition-loading supervisor to witness all loading and certify that all magazines and ammunition belts are indeed blanks.

3.5. Ensures the weapons courier is armed with a M9 (9mm) with live ammunition (live ammunition magazines will be painted red) for weapons courier duties at the field armory.

3.6. Ensures safety briefing is conducted prior to START-X.

3.7. Coordinates prior to START-X with appropriate control centers and agencies; this includes as a minimum Central Security Control (CSC), Law Enforcement Desk (LED), Command Post (CP), Tower and Base Operations. Attempts to have SEG, Medical and fire crews present during scenarios.

#### 4. SEG.

4.1. All units will coordinate the use of blank ammunition with SEG.

4.2. Provides periodic surveillance during exercises when blank ammunition is used.

#### 5. All Affected Personnel.

5.1. All personnel have the responsibility to make safety paramount in field training exercises.

5.2. Any person observing an unsafe act or an unexpected condition involving blank ammunition will immediately declare a STOP-X via the fastest means available. The STOP-X will remain in effect until the unsafe act or discrepancy can be explained or corrected.

#### 6. Loading Procedures.

6.1. Loading of blanks will be supervised by Noncommissioned Officers (NCO) (E-5 or above) and currently weapons qualified as prescribed by AFI 36-2226, *Combat Arms Training and Maintenance (CATM) Program*.

6.2. Blanks (5.56 mm) will only be loaded in magazines with the lower third of the magazine painted blue.

6.3. Exercise blank munitions will be checked by designated loading personnel prior to and during loading of exercise magazines under the supervision of either the squadron commander or commander's designee.

6.4. Personnel designated to load exercise magazines with blank munitions will check each exercise-loaded magazine by utilizing a flashlight to verify no live ammunition is contained in the magazine. **NOTE:** Live ammunition is larger than blank ammunition so it will be easily noticed in the M-16 magazine.

6.5. Upon completion of loading exercise munitions, designated loading personnel will complete the loading checklist ([Attachment 4](#), Sample of an Ammunition Inventory Log) and sign verifying to the supervisor that only blank ammunition was loaded.

6.6. The designated loading supervisor will countersign the same loading statement acknowledging that loading was accomplished under supervision and that only blank ammunition was loaded into the exercise magazines.

6.7. Loaded exercise magazines will be placed in a designated ammunition canister and sealed until issued.

6.8. All blank ammunition for the M-60 and M-249 will be inspected to ensure no live rounds are linked with blank rounds. After inspected the blank ammunition will be placed in a blue ammunition can and sealed. The ammunition cans will be marked as blank ammunition for the corresponding weapons system.

## 7. Issue Procedures.

7.1. Turn-in and issue of live ammunition will be complete prior to issuance of blank ammunition. Only the supply, weapons NCO, or commander's designee for SFS will issue loaded exercise magazines or exercise ammunition cans to assigned personnel at the squadron equipment issue/turn-in window or designated armory issue area only after receipt of courier ammunition.

7.2. Upon issue, each individual will visually check each issued exercise magazine utilizing a flash-light prior to departing the issue/turn-in window. If issued exercise ammunition cans they will inspect the can for any signs of tampering and ensure the correct numbered seal is on the can.

7.3. Individuals receiving exercise magazines and ammunition cans will sign an AF Form 1297, **Temporary Issue Receipt**, acknowledging receipt and personal inspection of the exercise magazines issued.

7.4. Personnel will recheck all issued exercise magazines and ammunition cans at the completion of the weapons safety briefing at guard-mount.

7.5. Prior to start or termination of training, check all ammunition pouches and brief personnel regarding their responsibilities from a safety and accountability standpoint. As a minimum, maintain the records of the briefing for 90 days after completion of the exercise. (See **Attachment 2** titled, *FTX Exercise Planning Sheet*, for a listing of what each record must include.)

7.6. For all units conducting exercises, the munitions custodian or other individual trained and qualified will maintain control on all live and blank ammunition for the duration of the exercise.

7.7. If exercise ammunition cans are opened, the munitions will be inspected to ensure only blank ammunition is present. The gunner and the assistant gunner will conduct this.

**8. On-Going Exercise Magazine/Blank Ammunition Checks.** These checks will be accomplished by the area squadron leaders or flight sergeant (or equivalent) during post checks to ensure that only exercise magazines and linked blank ammunition are used during the exercise day.

## 9. Turn-in Procedures.

9.1. Personnel will return exercise magazines, exercise ammunition cans and unexpended ammunition to the issue or turn-in window at the completion of the training exercise.

9.2. Exercise magazines and ammunition cans will be checked and inspected by the receiving NCO and will be cross referenced to ensure that all exercise magazines and ammunition cans are accounted for prior to the return of the AF Form 1297 to the individual.

9.3. Upon completion of the turn-in and accountability of all exercise magazines, the weapons or supply NCO will strip all unexpended blank ammunition from the exercise magazines into a designated

ammunition canister and re-inspect all exercise magazines to ensure that no blank ammunition is left in the exercise magazines.

9.4. In the event that exercises are scheduled for the next day, loading procedures will be accomplished. The loaded magazines will be stored in a container locked, sealed and annotated as containing loaded blank magazines.

9.5. At no time will any magazines or blank ammunition be entered into the exercise other than that issued.

**10. Safety Briefing.** An exercise scenario safety briefing will be given prior to the day's exercise.

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Commander

**Attachment 1****GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFPD 91-2, *Safety Programs*.

AFM 91-201, *Explosives Safety Standards*.

AFTO 11W3-5-5-42, *Unit and Direct Support Maintenance Manual, M16, 5.56MM*.

***Terms***

**MILES**—Multiple Integrated Laser Engagement System. System consist of a weapons mounted laser activated by overpressure created at the muzzle by firing blank ammunition. The laser is projected at a torso/helmet harness worn by exercise participants. A "kill" is registered by a continuous tone from the harness.

**START-X**—Initiation of exercise activities or exercise inputs.

**STOP-X**—Temporary cease in all exercise activities for an unforeseen circumstance.

**Attachment 2****FTX EXERCISE PLANNING SHEET****A2.1.** Establish training needs and objectives.

- A2.1.1. Create TEEOS/Scenarios (have coordinated and approved by CC).
- A2.1.2. Test scenarios against objectives.
- A2.1.3. Are the following emphasized?
  - A2.1.3.1. Immediate isolation and sealing off of affected area.
  - A2.1.3.2. Sustain initial shock of violent attack.
  - A2.1.3.3. Command and control at every level.
  - A2.1.3.4. Radio discipline to include Operations Security/Communications Security.
  - A2.1.3.5. Adjusting fields of fire.
  - A2.1.3.6. Formation of blocking forces.
  - A2.1.3.7. Fire and maneuver tactics.
  - A2.1.3.8. Small unit leadership skills.
  - A2.1.3.9. Employment of weaponry.
  - A2.1.3.10. Utilize the Operation Risk Management process for hazard identification.

**A2.2. COORDINATION.**

- A2.2.1. Identify controllers for Opposing Forces (OPFOR), site, friendly teams, munitions.
- A2.2.2. Verify process for loading, issuing and equipping participants with munitions.
- A2.2.3. Verify availability of Multiple Integrated Laser Engagement System (MILES) gear and process for issuing/testing MILES gear.
- A2.2.4. Schedule classrooms and training areas.
- A2.2.5. Armory NCOIC on needed blank adapters.
- A2.2.6. Provide training dates to operations and vehicle support.
- A2.2.7. Identify individuals performing controller/evaluator duty and ensure Explosive Ordinance Disposal (EOD) training.
- A2.2.8. Coordinate planning package throughout wing if required (SEG, Fire Department, Group and Installation Commanders).
- A2.2.9. Schedule and brief OPFOR.
- A2.2.10. Identify MILES point of contact for issue, sighting, testing usage and turn-in.
  - A2.2.10.1. Verify controller issuance and testing of MILES gear.
  - A2.2.10.2. Ensure controller verifies no live ammunition in possession of participants.

A2.2.11. Accomplish weapons/equipment/vehicle issue (participants/controllers/OPFOR).

A2.2.12. Accomplish safety briefing to all.

A2.2.13. Brief the Operations Order/Ground Rules of Engagement to all.

A2.2.13.1. Separately brief OPFOR, Controllers on scenario.

A2.2.13.2. Ensure controllers have identification, god guns and keys.

A2.2.13.3. Controllers have smoke.

A2.2.13.4. Controllers have input cards, water, and first aid kits.

A2.2.14. Verify posting and all pre-exercise actions are completed.

A2.2.15. Initiate exercise via input #1.

### **A2.3. PRE-EXERCISE COORDINATION/ACTIONS.**

A2.3.1. Brief/coordinate with key agencies (ATC Tower, CP, LED, CSC, Fire Department).

A2.3.2. Verify Medical and Fire Department support and response.

A2.3.3. Verify armory/vehicle support.

A2.3.3.1. Verify controller inspection of pouches and issuance of ammunition.

### **A2.4. POST EXERCISE ACTIONS.**

A2.4.1. Conduct on-site critique to participants.

A2.4.2. Conduct thorough sweeps through exercise area for spent brass and lost equipment.

A2.4.3. Verify accountability of all items with armory, supply, and vehicle section.

A2.4.4. File original copy of after-action report with unit training section and provide copies as directed.

A2.4.5. Upon completion of the exercise all weapons will be cleaned and inspected prior to turn in. If time does not permit due to Unit Training Assembly (UTA) status, the weapons will be cleaned the following UTA.

A2.4.6. All participants will conduct equipment accountability upon termination and attend a post-critique prior to departing the exercise area; director/controllers will identify observations, areas for needed improvement, etc. Safety observations and issues will be addressed at this time.

### Attachment 3

## WEAPONS AND MUNITIONS SAFETY BRIEFING

**A3.1. General Weapons Safety Items:** The exercise director will ensure this safety briefing is given to all exercise participants prior to initiation of the exercise. The exercise director will make an effort to have SEG personnel available at the safety briefings and provide additional input. The purpose of this briefing is to make exercise participants clearly aware of all safety hazards, precautions, considerations and procedures involved with all aspects of ground, vehicle, weapons and exercise safety.

A3.1.1. Only M-16 rifles, M-60 machine guns and M-249 automatic rifles will be utilized during training exercises. All other weapons (courier M-9's) will be stored in the field armory area.

A3.1.2. Warning shots are never allowed.

A3.1.3. Weapons will not be aimed at anyone unless use of the weapon appears to be imminent.

A3.1.4. When responding to an actual or simulated situation where personnel could reasonably expect to immediately encounter armed adversaries, they should do so with weapons ready, (port arms), but with chamber empty, selector on safe, and the finger not in the trigger guard. This does not preclude chambering a round in the M-16 when it is known the adversary is armed or under the direction of the flight leaders.

A3.1.5. Personnel shall not have consumed alcoholic beverages while on duty or within eight hours prior to coming on duty as specified in AFI 31-207, *Arming and Use of Force by Air Force Personnel*.

A3.1.6. Personnel may be armed who are using prescribed medication provided those drugs would not adversely effect duty performance.

A3.1.7. Firearms with bolt assemblies will not be carried or stored with ammunition in the chamber, except during combat or combat training situations.

A3.1.8. Clearing barrel procedures will be used as prescribed in AFI 31-207.

### **A3.2. Safety Using Blanks and Exercise Munitions During Exercise Situation:**

A3.2.1. Blank ammunition will only be loaded into exercise magazines or exercise ammunition cans.

A3.2.2. Only these magazines and cans will be used during exercises.

A3.2.3. Blank adapters will be issued with every weapon during exercise situations where blank ammunition is used. They will be properly attached to the weapon and will be painted red.

A3.2.4. Blanks will never be fired at an individual who is within 20 feet of the muzzle of the weapon. Possible wadding, fragments, and gas escaping from the barrel make this an unsafe practice. Where MILES equipment is used it will be necessary to aim the weapon at the enemy to score a hit. Even under these circumstances, the weapon will not be aimed at a person if that person is within the 20-foot zone.

A3.2.5. Pyrotechnics will not be used within 25 feet of any individual. This includes smoke and gas canisters, explosive simulators, etc. (Use of pyrotechnics should be demonstrated at a training session prior to their employment in the field.)

A3.2.6. Personnel training with pyrotechnics should be careful to avoid burning themselves with igniting, burning or expended exercise munitions.

A3.2.7. To minimize the chance of injury during exercises, all aggressor personnel involved in an exercise will comply with the following:

A3.2.7.1. Obey the orders of responding forces (once apprehended).

A3.2.7.2. Avoid openly displaying simulated weapons in a threatening manner.

A3.2.7.3. Once apprehended, do not take any threatening action toward responding forces unless told otherwise by the evaluating official.

A3.2.7.4. Do not attempt to flee, struggle against, or otherwise try to fight with responding forces unless told otherwise by the evaluating official.

A3.2.8. Throughout any exercise, safety will be paramount and will not be compromised. Actions that might possibly result in injury to personnel or damage to aircraft, equipment, or property will not be taken. Actual emergencies will take immediate precedence over any exercise.

A3.2.9. Exercise areas will be live ammunition sterile with the exception of courier/resource protection 9mm's and ammunitions.

A3.2.10. Properly trained and certified government owned vehicle (GOV) operators will drive vehicles. All speed limits will be strictly adhered to and strict compliance concerning usage of seatbelts. Vehicles will not be operated on runways or taxiways without direct contact and approval from the Tower. **NOTE:** Taxiways and active runways are "no-play areas". Personnel must pay particular attention when deploying from vehicles. Many accidents have occurred due to a persons' eagerness to show hustle during the "firefight". Participants must ensure vehicles are at complete stops prior to deployment and safely dismount vehicles. Vehicle operators will at all times maintain absolute and safe control of their vehicle ensuring proper clearance from all objects.

A3.2.11. Participants must be briefed to ensure their individual equipment is properly secured and fastened; helmet chin straps, flak vest, canteen, etc. On top of being a safety issue, this significantly improves accountability of equipment. There are many ditches, holes, ravines and depressions in the exercise area; some are apparent while others cannot be seen. All participants must be aware to constantly assess their movements and ensure footing. Do not dive headlong into a brush pile or foliage you can see the bottom of as you could be diving onto an old contractor's metal rebar and impale yourself. Everyone must be aware of safety considerations involving heat stress, heat stroke and dehydration; anyone aware of someone exhibiting symptoms will immediately notify controllers who will in-turn notify medical personnel. Controllers will determine if an STOP-X is warranted. All personnel will have two canteens full on their person prior to exercise initiation.

A3.2.12. The exercise director and controllers will ensure all weapons have adapters installed. Any weapons without an adapter will be turned back into the Armory. Evaluators will remain in positions to enforce safety measures. Participants will be briefed to be especially cognizant of the dangers posed by weapons barrels/sights during individual movement; move safely and purposely remembering one of the basic rules of tactical movement, "positively know where you're going and what is there before you go".

A3.2.12.1. Participants are authorized to remove ammunition from friendly or OPFOR players that have been terminated; weapons will remain in the possession of the individual. The only

exception will be the M60 machine gun; the M60 may be taken as long as the person is certified on the weapon. No weapon of any type will be fired from a vehicle unless the vehicle is designed to accommodate the weapon system being employed. Any person(s) violating this directive will be immediately removed from the scenario.

A3.2.12.2. Knives will not be drawn during any tactical exercise scenario (while in direct play). Participants will not engage in hand-to-hand tactics.

A3.2.13. The exercise director and controllers will ensure only personnel certified by letter (EOD trained) will have access to explosive munitions. Any individual found violating this directive will be removed from the exercise area. All munitions will be transported in accordance with AFMAN 91-201.

A3.2.13.1. Only controllers or fire team leaders and above will be in possession of smoke. Controllers will activate smoke upon request or at the direction of the scenario. Different color smoke may be utilized; the colors are not meant to symbolize anything specific unless dictated in the OPORD. Emphasize to all participants the purpose of smoke is to mask movement, as a diversionary tactic and confuse the enemy. Special caution will be briefed to participants concerning the use of smokes; smoke can be toxic in large quantities and poses dangers in identifying stable/safe footing during movement. Personnel should avoid standing or lying in large clouds of smoke. Controllers will ensure water extinguishers are obtained from the fire department in the event of grass fires.

A3.2.14. OPFOR will take directions from the exercise controllers; at no time will OPFOR stray from the scenario and “free hand” their actions.

A3.2.15. Any participants observing an unsafe act or condition that endangers personnel or equipment deemed serious enough to halt the exercise and receive immediate attention will declare either on the exercise frequency or yelled to others in the vicinity STOP-X. Anyone hearing this will immediately relay by any means available to controllers, exercise director or CSC. Controllers will immediately respond to the location of the hazard/incident and make a determination whether the exercise can continue or a STOP-X is warranted; this decision will be made with the approval of the exercise director. If required, the exercise director will immediately request medical/fire department support through CSC.

## Attachment 4

## SAMPLE OF AN AMMUNITION INVENTORY LOG

NOMEN	REQUESTED	RECEIVED	LOADED	BALANCE	INSPECTOR SIGNATURE	INITIALS	DATE
5.56MM BLANK							
5.56MM LINKED							
BLANK							
7.62MM LINKED							
BLANK							
EWD DEVICES							
SMOKES							
GREEN							
YELLOW							
VIOLET							
GBS							
TRIP FLARE							
9MM BALL LIVE							